



141 East Broadway  
Granville, Ohio 43023-0514  
(740) 587-2764

**WITHHOLDING TAX RECONCILIATION**

With Forms W-2 Submitted Herewith

**LEGIBLE COPIES OF W-2 FORMS MUST  
ACCOMPANY THIS FORM BY FEB 28**

**For Period From \_\_\_\_\_ To \_\_\_\_\_**

Do Not Remit Payment With This Form; For Reconciliation Purposes Only.

- 1. Total number of employees subject to Granville tax and number of W-2 Forms submitted herewith: \_\_\_\_\_
- 2. Total amount of Granville Tax Withheld from all employees: \$ \_\_\_\_\_
- 3. Total amount of all wages paid subject to Granville tax: \$ \_\_\_\_\_

**FED ID#** \_\_\_\_\_

**NAME** \_\_\_\_\_

**ADDRESS** \_\_\_\_\_

**CITY, STATE ZIP** \_\_\_\_\_

DETACH AND RETURN WHITE COPY

- 4. Total Granville income tax withheld from compensation, for the periods of either monthly or quarterly:

MONTHLY

QUARTERLY

Feb 15 _____	Aug 15 _____
Mar 15 _____	Sep 15 _____
Apr 15 _____	Oct 15 _____
May 15 _____	Nov 15 _____
Jun 15 _____	Dec 15 _____
Jul 15 _____	Jan 15 _____

1 <sup>st</sup> Qtr. _____
2 <sup>nd</sup> Qtr. _____
3 <sup>rd</sup> Qtr. _____
4 <sup>th</sup> Qtr. _____

- 5. Grand Total Remitted \$ \_\_\_\_\_ \$ \_\_\_\_\_

Items 2 and 5 should be identical, explain fully any discrepancy.